NEWCASTLE-UNDER-LYME COUNCIL
TOWN/PARISH ELECTIONS
Form for the Appointment of Verification/Counting Agents

DEADLINE FOR SUBMISSION: WEDNESDAY 29 APRIL 2026

Please return your completed form to the Returning Officer, Elections Office, Castle House, Barracks Road, Newcastle-under-Lyme, ST5 1BL
Once this form has been lodged NO SUBSTITUTIONS can be made to those people listed.

The VERIFICATION will take place at: KEELE SPORTS CENTRE, KEELE UNIVERSITY, KEELE, STAFFORDSHIRE ST5 5BG commencing at 10.45pm on THURSDAY 7 MAY 2026

The COUNTING OF VOTES will take place at: ASTLEY ROOM, CASTLE HOUSE, BARRACKS ROAD, NEWCASTLE, STAFFORDSHIRE, ST5 1BL at 11.00am on MONDAY 11 MAY 2026

Entry to the Counting Hall will be strictly monitored and Candidates, their Appointed Agent(s) and Guest(s) MUST produce their official appointment letter to gain entry. Further information on the number of Count Agents/Guests to be permitted will follow at a later date. Please complete section A to appoint a person to attend the verification of votes. Please complete section B to appoint a person to attend the counting of votes. If only one section is completed, the persons appointed will be eligible to attend both sessions.

TOWN/PARISH COUNCIL CANDIDATE DETAILS	
Candidate Name	
Town/Parish Council	

SECTION A	I hereby give you notice that I have appointed the following person to attend the **VERIFICATION OF VOTES at Keele Sports Centre on Thursday 7 May 2026.**
NAME	**ADDRESS** *(Tickets will not be issued for these sessions)*

SECTION B	I hereby give you notice that I have appointed the following person to attend the **COUNTING OF VOTES at Castle House on Monday 11 May 2026.**
NAME	**ADDRESS** *(Tickets will be issued for these sessions)*

SIGNED: _____ **Date:** _____

[Candidate]

FOR OFFICE USE ONLY	Date Rec'd		Processed By	